

MATERIAL REQUIRED TO HOLD AN OEC MEETING

Cover letter with meeting dates (limit attendees)

Plans-100% complete

- final quantities
- special details (note sheet list updated only)

Proposal-100% complete

- maintaining traffic special provisions and standard Maintaining Traffic Typical
- all coordination clauses
- all permits
- all Traffic & Safety checklists for special provisions (copies of the checklist)
- all frequently used special provisions (copies of the checklist)
- all frequently used supplemental specifications (copies of the checklist)
- all unique special provisions (approved by Construction)
- all notices to bidder
- ROW certification
- utility relocation status report
- Certification & Acceptance form (filled out)
- Form 1775
- crash analysis
- copies of Design Exceptions
- copy of Plan Review letter
- copy of Pavement Design letter

Others

- critical path network (if required)
- Transport estimate (Cost Summary by Proposal only)
- progress clause (to be supplied by the Region/TSC Delivery Engineer at the Meeting)